

**DODGE COUNTY  
HEALTH FACILITIES COMMITTEE MEETING  
198 COUNTY DF  
JUNEAU, WI 53039  
NOVEMBER 5, 2014**

**MINUTES**

1. **CALL TO ORDER:** Meeting was called to order by Chairman Bischoff at 8:15 a.m. with the following members present:

2. **ROLL CALL:**

Larry Bischoff  
Lisa Derr  
Jeff Duchac  
John Fabisch  
Tom Schaefer

**ABSENT:** None.

**ALSO PRESENT:** Russell Kottke, Dodge County Chairman; Jane E. Hooper, Clearview Administrator; Jackie Kuhl, Brain Injury Center Unit Coordinator; Lori Kurutz, Director of Support Services; Heather Ninmann, IID Household Specialist; Lindsay Kirchoff, Assisted Living Supervisor; Jim Hill, Director of Maintenance; and Anthony Marchese, Director of Finance.

3. **APPROVAL OF MINUTES OF OCTOBER 8, 2014 MEETING:** Motion made by Fabisch to approve the October 8, 2014 Minutes; seconded by Schaefer. Motion carried.
4. **APPROVAL DEVIATING FROM THE AGENDA:** Motion made by Duchac to deviate from the Agenda if required; seconded by Fabisch. Motion carried.
5. **PUBLIC COMMENT:** None to report.
6. **COMMITTEE MEMBER REPORTS:** None to report.
7. **INVOLUNTARY DISCHARGES:** None.
8. **CENSUS REPORTS:**

CBIC:	21 of 30
Clearview North:	131 of 140
Clearview Behavioral Health 1/2:	20 of 20
ICF-IID (formerly FDD):	44 of 46
Trailview	4 of 4
Clearview Community Group Home:	3 of 4
Northview Heights (CBRF):	15 of 20

Data on the point of referrals and admissions in the nursing home was reviewed, along with a discussion with regard to budget / referrals and the census admission process on the Brain Injury household.

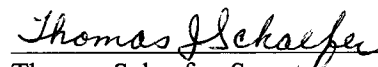
9. **ADMINISTRATOR'S REPORT:**

- **Northview Heights Remodeling Project Update:** An update was given on the bathroom remodeling project at Northview Heights. A letter from Dodge County Administrator Jim Mielke was presented and discussed. There is an admission scheduled for the week of November 10 in a room with a completed/remodeled bathroom.
- **Remembrance Garden Update:** Vogt Landscaping is unable to complete the Remembrance Garden and landscaping projects contracted for in 2014. According to Vogt, the Remembrance Garden will be first on the calendar for the 2015 season. The landscaping projected was budgeted for in 2014. The Highway Department will try to accommodate and work to complete if at all possible in 2014. Eight bricks have been sold to date.
- **Wastewater Sewer Testing:** An update was given on a City Ordinance related to wastewater testing, test parameters, and results.
- **Rotation Changes:** An update was given on how the organizational changes with regard to rotation changes is going at Clearview within the Nursing Department. After discussion with Joe Rains, Human Resource Director, full-time status for nursing will change to 1,952 hours from 1,889.16 hours. Part-time employees have the ability to work more hours up to new full-time equivalent to reduce benefit expense.
- **Discussion Regarding Authorization of Vouchers:** An update was given that in 2015 the procedure for authorization of vouchers is going to change.
- **Holiday Letter to Clearview Employees:** A draft letter from the Health Facilities Committee to Clearview employees was reviewed; the letter will be inserted in the *Communicator* in December.

10. **NEXT MEETING DATE: Wednesday, December 3, 2014, at 8:15 a.m.,** in the Towne Centre Conference Room on the first floor of Clearview, located at 198 County DF, Juneau, Wisconsin.
11. **ADJOURN:** There being no further business to come before the Committee, Motion by Duchac to adjourn; seconded by Fabisch. Meeting adjourned at 10:15 a.m.

Dated this 3<sup>rd</sup> day of December, 2014.

Respectfully submitted,

  
Thomas Schaefer, Secretary